



Under 18 Student Holiday and Temporary Stay Application

Please email this form directly to under18@unswcollege.edu.au

This form must be submitted together with supporting documentation for approval at least **5 business days** prior to intended day of absence.

STUDENT DETAILS (Please use CAPITAL letters)

Student ID Number	Family Name	Given Name
Class	Phone Number	Email

I AM REQUESTING APPROVAL TO (Please tick one option):

Stay outside of my approved Accommodation (Within Sydney metro area). Please complete **Section 1 and 4**.

Return to my home country under the care of my parents/legal guardian during the official UNSW College holidays.
Please complete **Section 2 and 4**.

Travel in Australia (Outside of Sydney metro area). Please complete **Section 3 and 4**

Other Arrangement – Please enter details below and we will contact you regarding your request.

SECTION 1: STAY OUTSIDE OF APPROVED ACCOMMODATION (WITHIN SYDNEY METRO AREA)

Who will be the supervising adult during temporary stay? (Please tick one):

Parent/Legal Guardian

Grandparent

Brother or Sister (Must be over 21)

Family Name	Given Name	Date of Birth (dd/mm/yyyy)	Relationship to Student

Australian Contact Phone Number	Email

Start Date of Temporary Stay (dd/mm/yyyy)	Date of Return to Approved Accommodation (dd/mm/yyyy)

Address (Where you will be residing during the requested temporary stay period)

Attachments Required:

Supervising adult's photoID (Passport or driver's licence).

If supervising adult resides outside Sydney, a copy of their visa and flight tickets to and from Sydney.



SECTION 2: RETURNING TO HOME COUNTRY (FLIGHT DETAILS)

Complete flight details **AND** provide a copy of all flight tickets:

Departure Date (dd/mm/yyyy)	Flight Number	Destination	eTicket Attached?
			Yes

Date Arriving Back in Sydney (dd/mm/yyyy)	Flight Number	eTicket Attached?
		Yes

SECTION 3: TRAVEL IN AUSTRALIA

Who will be the supervising adult?

Parent/Legal Guardian

Grandparent

Brother or Sister (Must be over 21)

Family Name	Given Name	Date of Birth (dd/mm/yyyy)

Email	Australian Phone Number	Relationship to Student

Attachments Required:

Supervising adult's photoID (Passport or driver's licence)

A copy of their visa and flight tickets to and from Sydney

Proposed Departure From Sydney (dd/mm/yyyy)	Proposed Date of Return to Approved Accommodation (dd/mm/yyyy)

Proposed Address (Where you will be staying during the requested travel period)



SECTION 4: STUDENT AND PARENT DECLARATION

Student:

1. I certify that all information I have given on this form, including supporting documents (if required), is true and correct.
2. I understand that I must return to my Under18 approved accommodation by 10pm on the return date.

Parent:

I confirm that the nominated supervising adult as listed in this form will be fully responsible for the student's welfare and accommodation during the nominated leave period.

STUDENT

Student Name	Signature	Date (dd/mm/yyyy)

PARENT

Parent/Legal Guardian Name	Phone Number	Email Address

Signature	Date (dd/mm/yyyy)